



# **TRANSITIONAL PHARMACY BENEFIT (TPB) PHASE I**

## **INSTALLATION GUIDE**

SD\*5.3\*300  
PSO\*7\*145

August 2003



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# Purpose

The purpose of this Installation Guide is to provide an explanation of the installation process for the Transitional Pharmacy Benefit (TPB) project. This project provides the software modifications necessary to accommodate the Veterans Health Administration (VHA) Directive 2003-047 that allows Department of Veterans Affairs (VA) to furnish medications from non-VA physicians. The intended audience for this document is the Information Resources Management Service (IRMS) staff and those persons responsible for support of the Outpatient Pharmacy and Business Office in Department of Veterans Affairs Medical Centers (VAMC).

The TPB Phase I project includes the installation of the PSO\*7\*145 and SD\*5.3\*300 patches. This phase will provide the functionality to identify this group of veterans eligible for the benefit at each facility, customize the letters to veterans with site specific information via a new option, print letters to the veterans, and provide reports of the identified veterans for whom letters are printed as well as an option to add veterans to the eligible file.

# Scope

The scope of the project will allow a VHA Clinical Pharmacist to process a prescription for TPB from a non-VHA physician before the veteran has his first appointment with a Primary Care provider, per the Code of Federal Regulations (CFR) 38 CFR Part 17 RIN 2900-AL68, "*Medication Prescribed by Non-VA Physicians*". The intent of this regulation is to:

1. Relieve the financial burdens arising from prescription expenses for veterans, who are unable to access their initial primary care in a timely fashion,
2. Defer the demand for primary care appointments over the short term, and
3. Allow some veterans without health care to have access to VA comprehensive health.

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## Minimum Required Packages

The TPB project will operate on standard hardware platforms used by the VHA facilities and require the following Department of Veterans Affairs (VA) software packages to support the enhancements requested.

Package	Minimum Version Needed
VA FileMan	22.0
Kernel	8.0
MailMan	8.0
Outpatient Pharmacy	7.0
Scheduling	5.3

The above software is not included in this Master Build and must be installed for this Master Build to be completely functional.

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## Required Patches

Prior to installation of the Transitional Pharmacy Benefit software, the following patches listed below must be installed.

DG\*5.3\*389

SD\*5.3\*263

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# Installation

The TPB Phase I project is comprised of two patches, SD\*5.3\*300 and PSO\*7\*145. Both patches will install when the Master Build, PSO TPB ELIGIBILITY 1.0 is loaded into the test account. Patch SD\*5.3\*300 will load first, followed by PSO\*7\*145. Please read the following installation instructions carefully before beginning the installation. Information on routines, options, protocols, files, and fields that have been created or changed can be found in the Transitional Pharmacy Benefit (TPB) Phase I Release Notes in the Veterans Health Information Systems and Technology Architecture **VISTA** Documentation Library at <http://www.va.gov/vdl>.

The suggested time to install is during non-peak requirement hours. Users may be on the system.

The post install routine determines the TPB patient eligibility. A new TPB ELIGIBILITY file (#52.91) is created and populated. A new TPB INSTITUTION LETTERS file (#52.92) is created and populated from the TPB ELIGIBILITY file (#52.91) and other sources to store site-specific letter data.

The user who installs the Master Build, PSO TPB ELIGIBILITY 1.0 should receive a MailMan message when the installation is complete. This message is sent only to the person who performs the installation. Installers may want to consider forwarding this message to additional staff as deemed appropriate. An example of this message is contained in the Post-Installation section of this manual.

This patch will be available only as a host file. The name of the file is PSO\_TP\_B\_ELIGIBILITY\_1\_0.KID. This file needs to be retrieved in ASCII format.

Sites will retrieve **VISTA** software from the following FTP addresses. The preferred method is to FTP the files from download.vista.med.va.gov. This transmits the files from the first available FTP server. Sites may also elect to retrieve software directly from a specific server as follows.

<u>OI Field Office</u>	<u>FTP Address</u>	<u>Directory</u>
Albany	ftp.fo-albany.med.va.gov	[anonymous.software]
Hines	ftp.fo-hines.med.va.gov	[anonymous.software]
Salt Lake City	ftp.fo-slc.med.va.gov	[anonymous.software]

Installation should take approximately 60 minutes.

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# Installation Steps

1. Download the KIDS file **PSO\_TPB\_ELIGIBILITY\_1\_0.KID** via FTP. This file needs to be retrieved in ASCII format. Please refer to the Installation section (p. 7) for the FTP locations.
2. These are new routines and do not exist in your mapped set at this time.
3. From the *Kernel Installation & Distribution System* menu, select the *Installation* menu.
4. From this menu, select the *Load a Distribution* option. When prompted for a file name, enter **PSO\_TPB\_ELIGIBILITY\_1\_0.KID**.
5. When prompted, "Want to RUN the Environment Check Routine? YES/" respond **YES** or **<Enter>**.
6. From this menu, the installer may select to use the following options:  
  
(When prompted for INSTALL NAME, enter **PSO TPB ELIGIBILITY 1.0**).
  - a. *Backup a Transport Global* - This option will create a backup message of any routines exported with the patch. It will NOT backup any other changes such as DDs or templates.
  - b. *Compare Transport Global to Current System* - This option will allow the user to view all changes that will be made when the patch is installed. It compares all components of the patch (routines, DDs, templates, etc.).
  - c. *Verify Checksums in Transport Global* - This option will ensure the integrity of the routines that are in the transport global.
7. Use the *Install Package(s)* option and select the package **PSO TPB ELIGIBILITY 1.0**.
8. When prompted, "Queue the Post-Install to run at what Date@Time:" respond with the appropriate date and time. Note: Once this prompt has been entered, do not enter a '^' at any subsequent prompts. Doing so will prohibit a subsequent install and the user will need to log a NOIS for assistance.
9. When prompted, "Want KIDS to Rebuild Menu Trees Upon Completion of Install? YES/" respond **NO**.
10. When prompted, "Want KIDS to INHIBIT LOGONs during the install? YES/" respond **NO**.
11. When prompted, "Want to DISABLE Scheduled Options, Menu Options, and Protocols? YES/" respond **NO**.

12. When prompted, “Device:Home//” respond with the correct device and DO NOT queue this to P-Message.

13. If applicable, the routines contained in this patch may be mapped once the post installation has completed.

### Example of Installation

```
Select Kernel Installation & Distribution System Option: INSTallation

Select Installation Option: ?

1      Load a Distribution
2      Verify Checksums in Transport Global
3      Print Transport Global
4      Compare Transport Global to Current System
5      Backup a Transport Global
6      Install Package(s)
      Restart Install of Package(s)
      Unload a Distribution

Select Installation Option: Load a Distribution
Enter a Host File: USER$:[ANONYMOUS]PSO_TPB_ELIGIBILITY_1_0.KID

KIDS Distribution saved on Aug 21, 2003@15:34:41
Comment: PSO TPB ELIGIBILITY

This Distribution contains Transport Globals for the following Package(s):
  PSO TPB ELIGIBILITY 1.0
  SD*5.3*300
  PSO*7.0*145
Distribution OK!

Want to Continue with Load? YES// <Enter>
Loading Distribution...

Build PSO TPB ELIGIBILITY 1.0 has an Enviromental Check Routine
Want to RUN the Environment Check Routine? YES// <Enter>
  PSO TPB ELIGIBILITY 1.0
Will first run the Environment Check Routine, PSOEN145

  SD*5.3*300
  PSO*7.0*145
Use INSTALL NAME: PSO TPB ELIGIBILITY 1.0 to install this Distribution.

Select Installation Option: INstall Package(s)

Select INSTALL NAME: PSO TPB ELIGIBILITY 1.0          Loaded from Distribution
8/22/03@11:59:11
  => PSO TPB ELIGIBILITY   ;Created on Aug 21, 2003@15:34:41

This Distribution was loaded on Aug 22, 2003@11:59:11 with header of
  PSO TPB ELIGIBILITY   ;Created on Aug 21, 2003@15:34:41
It consisted of the following Install(s):
PSO TPB ELIGIBILITY 1.0      SD*5.3*300      PSO*7.0*145
Checking Install for Package PSO TPB ELIGIBILITY 1.0
Will first run the Environment Check Routine, PSOEN145
```

-----report continues-----

### Example of Installation (continued)

This build contains a post-install that will populate the TPB ELIGIBILITY (#52.91) File, and the TPB INSTITUTION LETTERS (#52.92) File.

Queue the Post-Install to run at what Date@Time: **NOW** (AUG 22, 2003@13:05)

Install Questions for PSO TPB ELIGIBILITY 1.0

Checking Install for Package SD\*5.3\*300

Install Questions for SD\*5.3\*300

Checking Install for Package PSO\*7.0\*145

Install Questions for PSO\*7.0\*145

Incoming Files:

52.91 TPB ELIGIBILITY

52.92 TPB INSTITUTION LETTERS

Want KIDS to Rebuild Menu Trees Upon Completion of Install? YES// **NO**

Want KIDS to INHIBIT LOGONs during the install? YES// **NO**

Want to DISABLE Scheduled Options, Menu Options, and Protocols? YES// **NO**

Enter the Device you want to print the Install messages.

You can queue the install by enter a 'Q' at the device prompt.

Enter a '^' to abort the install.

DEVICE: HOME// **<Enter>** COMPUTER ROOM

Install Started for PSO TPB ELIGIBILITY 1.0 :  
Aug 22, 2003@13:05:49

Build Distribution Date: Aug 21, 2003

Installing Routines:  
Aug 22, 2003@13:05:49

Install Started for SD\*5.3\*300 :  
Aug 22, 2003@13:05:49

Build Distribution Date: Aug 21, 2003

Installing Routines:  
Aug 22, 2003@13:05:49

**NOTE:** Once this prompt has been entered, do not enter a '^' at any subsequent prompts. Doing so will prohibit a subsequent install and the user will need to log a NOIS for assistance.

**NOTE:** Do not queue this to P-Message!

-----report continues-----

### Example of Installation (continued)

Updating Routine file...

Updating KIDS files...

SD\*5.3\*300 Installed.

Aug 22, 2003@13:05:50

Install Message sent # 150565

Install Started for PSO\*7.0\*145 :

Aug 22, 2003@13:05:50

Build Distribution Date: Aug 21, 2003

Installing Routines:

Aug 22, 2003@13:05:50

Installing Data Dictionaries:

Aug 22, 2003@13:05:51

Installing PACKAGE COMPONENTS:

Installing FORM

Installing OPTION

Aug 22, 2003@13:05:52

Updating Routine file...

Updating KIDS files...

PSO\*7.0\*145 Installed.

Aug 22, 2003@13:05:53

PSO\*7.0\*145

---

Install Message sent # 150566

Running Post-Install Routine: ^PSOTPPPOS

Task Queued!

Updating Routine file...

Updating KIDS files...

PSO TPB ELIGIBILITY 1.0 Installed.

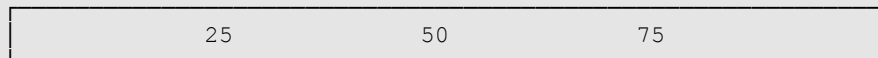
Aug 22, 2003@13:05:53

No link to PACKAGE file

NO Install Message sent

---

100%  
Complete



Install Completed



# Post-Installation

After installing the TPB Phase I Master Build, a MailMan message is sent to the installer, who should forward it to the appropriate staff. After reviewing the message, several set-up procedures must be performed.

## MailMan Message

The user who installs the PSO TPB ELIGIBILITY 1.0 Master Build should receive a MailMan message similar to the following when the installation is complete. The IRMS representative may find it helpful to forward this information to the Pharmacy Automated Data Processing Application Coordinator (ADPAC) and the Health Administration Service (HAS) ADPAC.

### **Example: MailMan Message**

```
Subj: VAMC TEST (999) TPB FILE BUILD  [#62] 08/14/03@14:01  9 lines
From: PATCH PSO*7*145 POST INSTALL  In 'IN' basket.    Page 1
-----
The Post-Init from Patch PSO*7.0*145 is complete. The TPB ELIGIBILITY
File (#52.91) has been populated.

The job started at AUG 14, 2003@13:30:57
The job ended at AUG 14, 2003@14:01:27

Total number of eligible patient added to file = 8
Total number of ineligible patients added to file = 0
```

## Assign Standalone Menu Options

The IRMS will need to assign the following standalone options to the appropriate staff members.

1. *Transitional Pharmacy Benefit Patient Enter/Edit* [PSO TPB PATIENT ENTER/EDIT] option  
This option allows the user to enter the patients manually and/or inquire on the patients.
2. *TPB Institution Letter Enter/Edit* [PSO TPB INSTITUTION LETTERS] option  
This option allows the user to enter the site configurable fields for customizing the TPB letter to the eligible veterans.
3. *Print TPB Patient Letter(s)* [PSO TPB PRINT LETTERS] option  
This option allows the user to print the letter(s) to be sent to the eligible veterans.
4. *TPB Patient Report* [PSO TPB PATIENT REPORT] option  
This option allows the user to print a report of the veterans who are eligible and those who are not eligible for the TPB benefit.

5. *Report TPB Patients Letters Printed/NOT Printed* [PSO TPB LETTERS PRINTED REPORT] option

This option allows the user to print a report of the total letters printed or total of the not-printed letters.

### **Letter Set-Up Customization**

Each eligible veteran will receive a letter informing him or her that they are eligible for this benefit. A new file will be created to store the letter data. The following are site configurable:

1. Return address for VA facility
2. TPB Contact Telephone Numbers
3. Director's Name and Title

The user will have the ability to enter and edit facility specific data to be incorporated into the veteran letter generated by **VISTA**. This task is performed using the *TPB Institution Letter Enter/Edit* [PSO TPB INSTITUTION LETTERS] option.